



**2012-2013 SCHOOL YEAR  
TRANSPORTATION & LODGING GRANT APPLICATION FORM  
Grades K-12**

*Communication Education Division, 1420 East Sixth Avenue, P.O. Box 200701, Helena, MT 59620,  
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FWP is offering Montana schools (K-12) grant funds to visit the new Montana Wild - Education Center located at Spring Meadow Lake State Park in Helena, MT. Grants are for transportation and/or lodging costs only. The goal of this grant program is to assist “outlying” schools to come and learn at Montana Wild.

**GRANT CRITERIA**

To apply for the grant a school must, 1) be an “outlying” school (more than 50 miles, one way from Helena); and 2) participate in an educational event at Montana Wild for a minimum of 2 hours. To qualify for lodging reimbursement, schools must be located more than 150 miles (one way) from Helena. Lodging reimbursement is \$20 /student.

\*150 miles is based on the Montana Alliance for Small School’s training reimbursement policy.

Total transportation and lodging reimbursement combined is limited to \$2,500 per school. This is a reimbursement grant and the school must complete the trip prior to receiving a check.

The **deadline to submit a grant is May 21, 2012**. FWP will use the following criteria to score and rank grant requests. Schools will be notified on the success of their application by June 1, 2012.

If there is any funding still available after awarding schools who applied for the grant, money will be distributed on a first-come basis.

<b>I. APPLICANT INFORMATION</b>			
Applicant (School Name):			
Mailing Street Address:			
<i>City</i>	<i>State</i>	<i>Zip</i>	<i>County</i>
Contact Person(s):		Title(s):	
Contact Mailing Address (if different than above):			
<i>City</i>	<i>State</i>	<i>Zip</i>	<i>County</i>
Telephone #:	Fax:	E-mail:	
Cell # (optional):			
Total # students:	Grade(s) of students:	Total # of adults:	
		*We would like 1 adult for every 15 students coming.	
Organization Tax ID Number:			
<b>Total Amount of transportation &amp; lodging Requested: \$_____</b>  1. <b><u>Transportation:</u></b> \$ _____  2. <b><u>Lodging</u></b> (school must be at least 150 miles one-way):  Number of students _____ X \$20.00 = \$ _____ Number of adults _____ X \$20.00 = \$ _____  <b>Total (adults/students) lodging request =</b> \$ _____  <span style="color: red;">*Due to the high volume of applications we receive, We can only pay for one night of lodging and will only reimburse for 1 adult for every 15 students coming.</span>		<b>Total Projected Cost of Visit (transportation &amp; lodging costs only):</b> \$ _____	
<b>II. GRANT QUESTIONS:</b> <i>Please answer the following questions by circling the appropriate letter</i>			

The distance (one-way) your school (or closest community) is located from Helena. Use <http://maps.google.com/> to determine distance. (Maximum number of 30 points.)

- A) 251+ miles (30 points)
- B) 151- 250 miles (20 points)
- C) 51- 150 miles (10 point)
- D) 0- 50 miles (0 points)

Total school enrollment. (Maximum number of 20 points). \*Based on OPI's Montana ED Fact Sheet for school enrollment #'s and break points)

- A) < 50 (20 points)
- B) 50 - 99 (15 points)
- C) 100 - 249 (10 points)
- D) 250 - 499 (5 points)
- E) >500 (0 points)

Percentage of the student population of the entire school visiting Montana Wild (Maximum number of 15 points)

- A) 61-90% (25 points)
- B) 31-60% (10 points)
- C) 0-30% (5 points)

Will this be your school's first time applying for this grant in the last 2 years?

- ☐ YES (10 points)
- ☐ NO (0 points)

Percentage of total estimated cost of trip that the school will contribute. (Maximum number of 10 points)

- E) 71 to 90% (10 points)
- F) 31 to 70% (4 points)
- G) 0 to 30% (2 points)

Provide a description (500 words or less) of a project or unit your class will be working on that is based on the one or more of the following: conservation, ecosystems, watersheds, MT fish & wildlife, stewardship, or sportsman/landowner relationships. (Maximum number of 15 points). Attach a separate sheet answering this question.

#### IV. AUTHORIZATION

I (we) hereby certify that the information contained in this grant application is accurate.

\_\_\_\_\_  
*Program/Project Coordinator Signature*

\_\_\_\_\_  
*Date*

#### **PLEASE NOTE THE FOLLOWING:**

- (1) MT Wild can accommodate groups of up to 60 students at a time. Typical school visits last 2-3 hours.
- (2) We need 1 adult for every 15 students coming to the center.
- (3) We do not allow students to bring food or beverages (except water) into the building. Please plan your lunches accordingly. There are a few picnic tables nearby at Spring Meadow Lake State Park. You can also reserve the Group Shelter at Spring Meadow Lake for \$75.00.
- (4) All visiting schools requesting FWP Staff- led programs must complete the following prior to their visit:
  - 2 Montana Fish, Wildlife and Parks approved activities/lessons in the classroom.
  - And/or one classroom project that focuses on one or more of the following: conservation, ecosystems, watersheds, MT fish and wildlife, stewardship of Montana fish, wildlife, parks, and/or recreational resources, or outdoor field investigations/ observation skills.
- (5) All visiting schools must complete a Montana Wild evaluation after their visit to the center.
- (6) To get reimbursed for the transportation and lodging costs, schools will need to submit the following within 2 weeks after their visit:
  - a. Invoice from School *only*: Sorry, we cannot accept invoices from vendors
  - b. Receipts from the cost of your trip
  - c. W-9 form filled out by your school administration/accounting department or secretary.